

**CITY OF MOUNTAIN VIEW
CLASS SPECIFICATION**

Position Title: Assistant Greenskeeper	Job Family: 6
General Classification: Front-Line	Job Grade: 6

Definition: To perform a variety of unskilled and semi-skilled tasks in the maintenance of the golf course.

Distinguishing Characteristics: This classification is at the trainee level for golf course maintenance work. Under supervision, performs routine, unskilled maintenance tasks, usually as a member of a crew. Semi-skilled tasks in basic groundskeeping, maintenance and construction may also be assigned to demonstrate proficiency in work assignments.

Examples of Duties: Duties may include, but are not limited to, the following:

1. Cuts weeds and brush (using gasoline-powered equipment); trims bunker edges.
2. Rakes bunkers; gathers, loads and hauls refuse and cut vegetation from play areas of golf course.
3. Trims and prunes trees, shrubs and ground cover.
4. Participates in digging, widening and backfilling trenches and other excavations.
5. Uses general groundskeeping and mechanical tools (such as picks, shovels, hoes, rakes, edgers, saws, hammers, screwdrivers, wrenches, drills).
6. Operates, under supervision and on a training basis, golf course maintenance equipment (such as mowers, aerifiers, topdressers).
7. Responsible for the safe operation of the equipment and tools used.
8. Performs routine maintenance and repair of tools and equipment.
10. Performs other duties as assigned.

Minimum Qualifications:

Knowledge of: Some knowledge of the proper use and care of common hand-tools.

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Ability to: Safely perform heavy manual labor (which involves frequent bending, pulling, pushing, lifting and carrying of up to 60 pounds) as determined by a preemployment physical; ability to learn the operation of power tools and equipment and to perform a variety of semi-skilled tasks; requires a level of proficiency in English sufficient to: understand directions and instructions; to be responsive to all manner of safety issues related to the performance of the job; and to communicate with others; ability to work effectively as a member of a crew; ability, under supervision, to handle fertilizers and pesticides. Willingness to work irregular shifts, holidays and weekends; willingness to perform emergency work as required; willingness to wear a uniform; ability to act in a courteous and diplomatic manner with members of the golfing public.

Experience and Training Guidelines: Any combination of experience and training will qualify if it provides for the required knowledge and abilities.

Recommended: Equivalent to completion of the 12th grade and one year of manual labor experience. Golf course maintenance experience is desired.

Required Licenses or Certificates: Possession of a valid California Class C driver's license. A DMV printout may be requested.

Working Conditions: Must be able to work a flexible schedule, including early mornings, weekends and holidays; may perform emergency work as required; must have the physical ability to bend, pull, push, lift and carry up to 60 pounds; preemployment medical and periodic respiratory examinations may be required for this classification; must wear a uniform.

Established February 17, 2000

Revised May 25, 2006

CLASS SPECS

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